

**Advisory Council By-Laws
Curry County Senior Volunteer Programs
2025-2026**

ARTICLE I

NAME AND AUTHORIZATION

Section I. The name of this organization shall be Curry County Senior Volunteer Advisory Council.

Section II. AmeriCorps Seniors encompasses all senior service programs administered by the Corporation for National and Community Service, and for the purposes of these operating guidelines, those Senior Corps programs sponsored by Curry County. Specifically, these Senior Corps programs include the Foster Grandparent Program (FGP), the RSVP Program and the Senior Companion Program (SCP).

The Foster Grandparent Program offers seniors age 55 and older, who are residents of Curry County, opportunities to serve as mentors and tutors for children and youth with special or exceptional needs. The Retired and Senior Volunteer Program helps Curry County Residents age 55 and older find service opportunities in their local communities. The Senior Companion Program is to offer companionship and support for older adults, enabling them to maintain their independence and remain in their homes for as long as possible.

ARTICLE II

PURPOSE

Section I. The purpose of this organization shall be to advise and assist the Curry County Senior Programs Director and Staff.

Section II. The legal responsibility for program management and fiscal administration is retained by the Board of the Curry County Commission who has delegated that authority to the Curry County Manager.

ARTICLE III

MEMBERSHIP

Section I. The membership of the Curry County Senior Volunteer Advisory Council shall consist of no more than seven (7) members of which:

1. No less than two (2) shall be persons age 55 or over who are voting members.
2. No less than one (1) participant from each program who are voting members.
3. The remaining members selected at large from the community who are voting members.

Council members shall serve a three (3) year term and no more than two (2) consecutive terms or portions of terms.

The Curry County Senior Volunteer Advisory Council has the authority to recommend members for the council. A member roster will require approval of the Board of the Curry County Commission.

Section II. The Curry County Senior Programs Manager shall serve as ex-officio member of the council. Ex-officio members may participate in council discussions and debate but will not have a vote or hold office.

Section IV. Resignation from the council shall be in written form and submitted to the Senior Programs Director. Vacancies occurring on the council shall be filled through a nominating committee which shall submit candidates for the unexpired portion of the term to the council for selection, with approval by the Board of the Curry County Commission, within sixty (60) days of the vacancy.

Section V. Any council member with repeated unexcused absences will be removed from the council subject to review and recommendation of the council. Council members may be removed for any reason by a two-thirds (2/3) vote of the council members at a special meeting called for that purpose. The Advisory Council shall notify the member, the Program Director and the Curry County Commission in writing of its desire to remove a member.

ARTICLE IV

MEETINGS

Section I. Regular meetings shall be held at least once a quarter or four (4) times a year and will be called by the Program Director. Special meetings may be called by the council Chairperson or by request of a majority of the members, in writing, with three (3) days' notice.

Section II. A quorum shall consist of a majority of the voting members of the council.

Section III. A meeting may be canceled by the council Chairperson or Program Director for the following reasons:

- A. A quorum is not present;
- B. Weather conditions prohibit travel; or
- C. Reasonable circumstance consistent with the welfare of the council.

ARTICLE V

OFFICERS

Section I. The officer of the council will be a Chairperson and Vice-Chairperson. The election of officers shall take place annually. Officers will be elected for a one-year term renewable once thereafter and may not serve more than two (3) consecutive terms for any office. Officers will be elected by a majority of persons voting. New officers will assume office immediately following the election. Voting will be by secret ballot and will be supervised by an ex-officio member.

Section II. In the event a vacancy occurs, the vacancy shall be filled by a majority vote of the members and the officer elected will fill the remainder of the term of office.

Section III. Duties of officers shall be as follows.

- A. The Chairperson shall preside at all meetings and shall perform all other duties as may be prescribed in these by-laws or by council action. The Chairperson shall vote only to break a tie.
- B. The Vice-Chairperson shall have the authority to act as Chairperson in the absence or disability of the Chairperson. The Vice-Chairperson shall perform such other duties as may be assigned by the Chairperson.

ARTICLE VI

COMMITTEES

Section I. The standing committees of the council shall be appointed by the Chairperson. The Standing Committees and their duties shall be as follows:

- A. The Awards Committee shall assist in determining the type, place, and time for recognition events.
- B. The Recruitment Committee shall assist with community awareness and recruiting volunteers and foster grandparents.
- C. The Grievance Committee will assist in handling any grievances that may arise from volunteers or foster grandparents.

ARTICLE VII

AMENDMENTS

Section I. These operating procedures may be amended by a two-thirds (2/3) vote of the membership of the council at an official meeting of the organization, provided notice of such amendments and the nature thereof will be given to all members of the council at least one (1) month prior to the date of the meeting which the amendment(s) is/are considered.

Section II. Any amendments to these operating procedures shall be ratified by the Curry County Commission.

Dated this 19th day of August 2025



Chairperson, Curry County Commission